

Kentucky Applied Behavior Analyst Licensing Board

October 25, 2010

A regular meeting of the Kentucky Applied Behavior Analyst Licensing Board was conducted on October 25, 2010 at the Office of Occupations and Professions, in Frankfort, Kentucky.

<u>Members Present</u> Dr. Nic Weatherly, Chair Dr. Shelli Deskins, Vice Chair Anne Gregory, Secretary Dr. Edward Parker Dr. David Bicard Dr. Stanley Bittman <u>Members Absent</u> Scott Brinkman	<u>Occupations and Professions Personnel</u> Lindsey Lane, Board Administrator Frances Short, Executive Director David Garr, Deputy Executive Director Jeff Boler, Resource Management Analyst II Janet Cox, Administrative Specialist III Carolyn Benedict, Board Administrator <u>Others</u> Mark Brengelman, Office of the Attorney General Ryan Halloran, Office of the Attorney General
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Introduction

Frances Short, Executive Director of the Office of Occupations and Professions called the meeting to order at 10:04am.

Carolyn Benedict of the Office of Occupations and Professions swore in all Board Members Present.

Ms. Short discussed the policies and procedures of the Office of Occupations and Professions and explained how and why the office is contracted to provide Administrative Services to twenty one state boards. Since the Board is in the beginning phases this office will keep track of all costs associated with meetings until the Board has reached financial stability and can afford to reimburse members for travel and the Attorney General's Office for their legal counsel. The Board will collect funding from Licensure Fees, Renewal Fees, and any type of Disciplinary Action Fees. Ms. Short also handed out copies of the May 27, 2008, Governor's Executive Order Relating to Standards of Ethical Conduct in the Executive Branch of State

Government for all Board members to be aware of as the directive of the Governor while serving as a Board member.

Presentation by the Office of Attorney General

Ryan Halloran spoke on behalf of the Office for the Attorney General and how that office could provide legal counsel to the Board. He presented Mark Brengelman, Assistant Attorney General, who has more than fifteen years experience representing boards and agencies with the Office of the Attorney General and would be the assigned attorney to provide legal services if the Board made the decision to hire the Office of the Attorney General. Mr. Brengelman spoke briefly about his background in the legal field and how he would assist the Board in drafting statutes and promulgating administrative regulations for applicants and licensees. Mr. Halloran agreed to confirm the representation in writing to the Board Chair, copied to Ms. Short.

Mr. Bicard made a motion to hire the Office of the Attorney General to provide legal services to the Board. Mr. Bittman seconded that motion and it carried unanimously.

New Business

Mr. Brengelman and the Board discussed possible sources of language to draft into future administrative regulations for applications and other necessary subject matters of the Board. The Board members agreed to provide some possible sources of language to be distributed after this meeting and to be discussed at the next meeting of the Board.

Election of Officers

Ms. Short instructed the Board to hold officer elections. Mr. Weatherly was nominated for Chairman, Ms. Deskins was nominated for Vice Chairman, and Ms. Gregory was nominated for Secretary. Mr. Bittman made a motion that the Board approves the slate of nominated officers. Mr. Parkers seconded that motion and it carried.

Future Meeting Dates

The Board decided to set a schedule of meeting every third Monday of the month for the remainder of the 2010 calendar and the entire 2011 calendar with the exception of January in which they will switch to the fourth Monday due to our offices being closed in honor of Martin Luther King Day.

Travel and Per Diem

Mr. Bittman made a motion to approve travel and per diem starting with the October 25, 2010 meeting. Ms. Gregory seconded that motion and it carried unanimously.

Adjournment

Mr. Bittman made a motion to adjourn. Ms. Gregory seconded that motion and it carried unanimously.

Meeting adjourned at 12:09pm.